

# CAUTHE 2020 CARER’S SUPPORT SCHEME FOR CONFERENCE ATTENDANCE

## INFORMATION AND APPLICATION FORM

**General Information**

The CAUTHE Executive is pleased to invite applications for a new Carer’s support scheme to assist CAUTHE members to attend the 2020 CAUTHE Conference in Auckland. The scheme is open to all CAUTHE members, including HDR students.

The aim of the scheme is to provide assistance to those who would like to attend the conference but have carer responsibilities or needs that result in an additional financial burden.

CAUTHE is aware of the caring commitments and needs that many people have across their careers. The Executive is committed to supporting colleagues with caring responsibilities and needs to attend and present at the CAUTHE Conference. We recognise the importance of attending conferences, as they help to build important networks and working relationships, provide opportunities to make work ‘visible’ in the presenting and sharing of research, and to stay abreast of latest developments in the tourism, hospitality, and events field.

CAUTHE has limited funds available to support the 2020 conference attendance of those with carer responsibilities or require caring assistance or needs themselves. We take a wide definition of care, and these funds may be used, for example:

* To cover additional caring responsibilities beyond that normally required to enable the applicant to attend the conference (e.g. additional childcare, either at the conference or at home; respite care);
* To enable CAUTHE attendees who are carers to bring their dependent(s) with them to the conference;
* To enable CAUTHE attendees to bring another carer to the conference to care for their dependent(s);
* To enable CAUTHE attendees with particular needs to bring someone to the conference to help provide care for them.

**Scheme Details**

The funding scheme will provide individual grants of **up to a maximum of AU$500 each**.

To be eligible for the scheme, applicants should:

* Be an individual Student or Associate CAUTHE member;
* Have a paper accepted by the conference reviewers as a full or working paper;
* Provide a brief statement outlining your need for funding;
* Be prepared to submit a brief report (to be kept confidential for Executive committee use only) within one month following the conference outlining how the grant facilitated your attendance, if your application is successful.

**Deadlines, Application and Selection**

* Please complete the application form attached to these guidelines and submit the ***application*** to Committee member Dr Julia Albrecht, julia.albrecht@otago.ac.nz by 30 November 2019. Late applications may be accepted after this date pending availability of funds.
* Submit the ***full or working paper*** electronically by the submission deadline at the [CAUTHE 2020 conference website](https://www.cauthe2020.org/call-for-papers).
* You may only make one Carer’s Support Scheme application for the CAUTHE 2020 conference.
* Application for, or previous receipt of, a CAUTHE conference bursary does not preclude you from applying for support under this scheme.
* Applicants will be notified by 13 December 2019 at the latest on the outcome of the application.
* Please be assured that all applications, reports and results will be kept confidential by the CAUTHE Executive.

**2020 CAUTHE CONFERENCE CARER’S SUPPORT SCHEME**

**APPLICATION FORM**

**CONFIDENTIAL**

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| **SUMMARY INFORMATION**  |

|  |  |
| --- | --- |
| **Title (Mr, Mrs, Ms, Dr, Prof)** |  |
| **First name** |  |
| **Last name** |  |
| **Chapter Institution if appropriate:** |  |
| **CAUTHE membership no.** |  |
| **Email**  |  |

Short statement outlining need for funding (note that the maximum you can apply for is $500), to include indicative costs:

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| Max 300 words. |

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| **APPLICANT CHECKLIST** |

Please complete:

|  |  |  |
| --- | --- | --- |
| 1. I confirm that I have submitted a full or working paper to the CAUTHE 2020 Conference.
 | **Yes** | **No** |
| 1. I have provided a short statement outlining my need for funding.
 | **Yes** | **No** |
| 1. I confirm that if I am successful, I will register for and attend the conference.
 | **Yes** | **No** |
| 1. I will submit a brief report within one month following the conference outlining how the grant was able to facilitate my attendance if my application is successful (this will be kept confidential)
 | **Yes** | **No** |

**Applicant signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date \_\_\_\_\_\_\_\_\_\_\_**

**Submission**

Submit the ***full or working paper*** electronically via the [CAUTHE 2020 conference website](https://www.cauthe2020.org/call-for-papers) .

E-mail the completed ***application form*** to julia.albrecht@otago.ac.nz by **30 November 2019.**

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